



14665 State Route 22  
New Lebanon, NY 12125

Regular Meeting  
June 13, 2012

The regular meeting was held at the Walter B. Howard Elementary School. The meeting was called to order by Board President Wood at 7:00 p.m. and opened with the Pledge of Allegiance.

Board Members: Wood, Sowalski, Kroboth, Bingham, and Sotek. Superintendent McGraw, Leslie Whitcomb, Jr./Sr. High School Principal, Matthew Klafehn, Assistant Principal/Athletic Director, Becky Marzeski, WBH Elementary Principal, and Carrie Nyc-Chevrier, Business Administrator

ABSENT: Board Members Gavrity, Bienes, and Tamara Thorpe-Odom, Director of Special Education

ALSO PRESENT: Members of the public.

<p><b>Public Hearing</b> Board Member Wood opened the public hearing regarding the Union Free School monument at 7:00. Matt Monaghan, architect from SEI Design presented design possibilities to the Board. The topic will be discussed again at the July meeting. Superintendent McGraw will speak to the New York State Office of Historic Preservation to find out whether new materials can be used on the structure.</p> <p>The public hearing was closed at 7:27 p.m.</p>	<p><b>Public Hearing</b></p>
<p><b>Public Comment</b> None.</p>	<p><b>Public Comment</b></p>
<p><b>Acknowledgments/Administrative Comments</b> Matthew Klafehn, Assistant Principal/Athletic Director, notified the Board that the spring sports season has ended. Two teams went to Sectionals this spring. The varsity softball team unfortunately lost handedly in the first round to a tough Argyle team. The track team sent nine athletes to state qualifiers, which was an outstanding feat in itself. Aaron Stall ran his second fastest time ever in the 1600m. The girls 4x800M ran their fastest time of the year by 20 seconds and the boys 4x800M consisting of Storm Shave, Chris York, Usman Sadiq and Corey Houston set a new school record (8:40.65). What an outstanding way to finish the season! The varsity softball team has earned the CHVL Sportsmanship Award. Member schools recognized our girls for conducting themselves in an honorable manner. They are cited as being a group of athletes who demonstrate fair play, courtesy, striving spirit, and grace in both winning and losing. This season produced a scholar athlete team in girls varsity track. The team composite grade average was above 90. This is an outstanding achievement as it demonstrates true academic mindedness and scholarly commitment by this particular group of athletes. The student athletes were in attendance and were issued pins. Their coaches, Jim Van Ess and Kelsey Norberg were also in attendance.</p> <p>Michelle Kinns, Administrative Intern, gave the Special Education update. The Special Education Department is currently planning for the Summer School program. There are 17 students enrolled in grades K-5. The program is literacy based with a focus on maintaining</p>	<p><b>Acknowledgments/ Administrative Comments</b></p>

and enhancing student reading and writing skills. The teachers will be creating goals for each student and monitoring student progress for the entire program. Summer School teachers will be attending professional development at the end of June to align curriculum to meet student’s individual needs. The interview process for a School Psychologist position will be held during the week of June 18<sup>th</sup>. Jr./Sr. High School students are busily preparing and taking exams. WBH students are preparing for the transition from elementary to middle school. Ms. Kinns thanked and sent well wishes to both Richard Morgan, Social Worker and Bill Johnson, Special Education Teacher who will be retiring at the end of the school year.

Carrie Nyc-Chevrier gave the Business Office/Facilities and Grounds update. The Facilities department is preparing for summer cleaning and projects. The Head Cook in the cafeteria is working in collaboration with other area schools on new menu requirements for the fall. New kitchen equipment is going to be purchased. The Business Office is getting ready for year end and starting a new year.

Becky Marzeski, Walter B. Howard Elementary Principal, notified the Board that spring F & P testing is complete. All K-6 students have been individually assessed on their reading ability. Many of our students are reading at or above grade level expectations. During the month of May, there was an extra emphasis on reading for fun and enjoyment. There were many activities to excite students about reading and literacy activities. There will be a summer reading challenge with an incentive in September. This year all kindergarten, second, fifth and sixth grade students participated in a real authorship using studentpublishing.com. Each student wrote and published their own book. They received a free soft cover book for their efforts. The students were visited by a guest author, Mark Graber and illustrator, Jack Graber. DARE graduation is scheduled for June 14, an Honor Roll assembly is on June 21 and 6<sup>th</sup> grade graduation is on Friday, June 22.

Leslie Whitcomb, Jr./Sr. High School Principal, notified the Board that Mr. Christiansen’s health students were second place winners for the New York State Department of Health’s “The Dangers of Tanning” video contest. Ben Eggers, Brianna Springstead, Demery Weeks, Skylar Finney, Collin Goodrich, and Adam Bombard created the video, “Dangers of Tanning – In Between Classes”. The video was shown to the Board Members and audience. Regents exams have started and classes have ended. Award ceremonies were held for both the Junior and Senior High students. A music and art show was also held recently. The seniors had a safe and successful trip.

**Curriculum and Instruction**

**Non-Action Item**

David Hawkins and Maureen Squier, Library Media Specialists, gave a report to the Board.

**Library Report**

**Audit Committee Business**

**Non-Action Items**

Michael Wolfe, Internal Auditor, Rensselaer City School District, presented a review of the internal audit.

**Internal Audit Report**

Harry Hadjioannou, Questar III, Assistant Superintendent, presented a review of the GASB45 report.

**GASB45 report**

Superintendent, McGraw, discussed the NYSSBA Annual Convention and Education Expo. Several members of the Board are interested in attending.

**Minutes**

**Action Item**

Board Member Sotek made a motion to approve items A-B as a block. Seconded by Board Member Bingham. 5 ayes, 0 nays.

- a. Review and approval of the May 9, 2012 minutes.
- b. Review and approval of the May 16, 2012 minutes.

**Curriculum and Instruction**

**Non-Action Items**

Leslie Whitcomb gave an extra-curricular activities update.

Matthew Klafehn and Leslie Whitcomb gave a Jr./Sr. High School discipline report.

Becky Marzeski gave a Walter B. Howard Elementary School discipline report.

Superintendent McGraw reviewed the technology curriculum.

Becky Marzeski and Leslie Whitcomb gave building level Shared Decision Making reports.

The Board reviewed the following revised policy (first reading):

8271	The Children's Internet Protection Act: Internet Content Filtering/Safety Policy
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**Action Items**

Board Member Wood made a motion to approve items a-c as a block. Seconded by Board Member Sowalski. 5 ayes, 0 nays.

- a. To approve the District Shared Decision Making plan for 2012 through 2014.
- b. To approve CSE/CPSE recommendations of programs and placements for the following special education students:

000000319	000002350	000002231	092100117	000000033	000002075
000002003	092100199	092100174	092100187	081850000	092100209

- c. To waive the second reading of policy# 8271 and to approve the changes to the policy.

**Audit Committee Business**

**Action Items**

Board Member Bingham made a motion to approve items a-b as a block. Seconded by Board Member Sotek. 5 ayes, 0 nays.

- a. To accept the internal audit report as prepared by Michael Wolfe, Rensselaer City School District.
- b. To accept the GASB45 report as prepared by Raymond Cerrone, Questar III

**Financial**

**Non-Action Items**

Carrie Nyc-Chevrier, Business Administrator, gave a reserve report.

**Action Items**

Board Member Sowalski made a motion to approve items a-j as a block. Seconded by Board Member Wood. 5 ayes, 0 nays.

- a. WHEREAS, the New Lebanon Central School District received, accepted and opened bids for Renovations and Alterations at the Walter B. Howard Elementary School on May 24, 2012 and WHEREAS, the lowest responsible bidder was Rosch Brothers, Inc. WHEREAS, the architect has recommended the award of the contracts to the above

**Minutes**

**Extra-Curricular Activities Update**

**Discipline Reports**

**Technology Curriculum Review**

**SDM Reports**

**Revised Policy (first reading)**

**SDM Plan**

**CSE/CPSE Programs and Placements**

**Policy Approval**

**Internal Audit Report**

**GASB45 Report**

**Reserve Report**

**Awarded Bid, Rosch Brothers, Inc.**

<p>contractor with a base bid of \$24,800 and with the additional award of alternate one, \$12,800 and alternate two, \$6,800 resulting in a net contract award to Rosch Brothers, Inc. in the amount of \$44,400.</p> <p>b. To authorize the Superintendent to execute an agreement with the Rensselaer City School District for Internal Auditor Services from July 1, 2012 and extend through June 30, 2013.</p> <p>c. RESOLVED, that the Board of Education of New Lebanon Central School District hereby authorizes the funding of the District's approved reserves with the excess of 4% from unassigned fund balance at June 30, 2012, after the designated amount for tax reduction has been set. The allocation of such excess fund balance will be determined subsequent to June 30, 2012 and prior to setting the tax levy.</p> <p>d. To approve budget transfers totaling \$48,736.00.</p> <p>e. To accept a donation of CADD 2013 software with a seat license of 25 and CADD Inventor software with a seat license of 25 from Hudson Valley Community College.</p> <p>f. To authorize Superintendent McGraw to enter into an inter-municipal agreement with Schodack Central School District for the purpose of sharing a Transportation Supervisor.</p> <p>g. To authorize Superintendent McGraw to enter into an inter-municipal agreement with Chatham Central School District for the purpose of sharing a Special Education Director.</p> <p>h. WHEREAS, the Cooperative Purchasing Service is a plan of a number of public school districts in the Delaware-Chenango-Madison-Otsego BOCES Area in New York, to bid jointly equipment, supplies and contract items and  WHEREAS, the Central School named below is desirous of participating with other districts in the Delaware-Chenango-Madison-Otsego BOCES in the joint bidding of the items mentioned above as authorized by General Municipal Law, Section 119-o, and  WHEREAS, the Central School named below wishes to appoint the Delaware-Chenango-Madison-Otsego BOCES to advertise for bid, accept, tabulate bids and award bids on their behalf; therefore  BE IT RESOLVED, that the Board of Education of the Central School listed below hereby appoints the Delaware-Chenango-Madison-Otsego BOCES to represent it in all matters relating above, and designates the Evening Sun Newspaper as the legal publication for all Cooperative Purchasing bid notifications, and,  BE IT FURTHER RESOLVED, that the Board of Education of the Central School listed below authorizes the Delaware-Chenango-Madison-Otsego BOCES to represent it in all matters leading up to the entering into a contract for the purchase of the above mentioned commodities, and,  BE IT FURTHER RESOLVED, that the Board of Education of the Central School listed below agrees to (1) assume its equitable share of the costs of the Cooperative Bidding; (2) abide by majority decisions of the participating districts; (3) abide by the Award of the BOCES Board;(4) and that after the award of the bid it will conduct all negotiations directly with the successful bidder(s).</p> <p>i. WHEREAS, it is a plan of a number of public school districts in the Delaware-Chenango-Madison-Otsego BOCES Area in New York, to bid jointly equipment, supplies and contract items, and  WHEREAS, the Central School named below is desirous of participating with other districts in the Delaware-Chenango-Madison-Otsego BOCES Area in the joint bidding of the items mentioned above as authorized by General Municipal Law, Section 119-o, and  WHEREAS, the Central School named below wishes to appoint a committee made up of participating schools to assume the responsibility for drafting of specifications, advertising for bids, accepting and opening bids, tabulating bids and providing the information to their Board of Education who will make the awards; therefore  BE IT RESOLVED, that the Board of Education of the Central School listed below hereby appoints the Delaware-Chenango-Madison-Otsego BOCES to represent it in all matters relating above, and designates the Evening Sun Newspaper as the legal publication for all Cooperative Purchasing bid notifications and,  BE IT FURTHER RESOLVED, that the Board of Education of the Central School listed below authorizes the above committee to represent it in all matters leading up to the entering into a contract for the purchase of the above mentioned items, and,  BE IT FURTHER RESOLVED, that the Board of Education of the Central School listed below agrees to (1) abide by majority decisions of the participating districts on quality standards; (2) that it will award contracts based on information provided from the bid; (3) and that after the award of the bid it will</p>	<p><b>Internal Auditor Services Agreement</b></p> <p><b>Reserve Fund</b></p> <p><b>Balance Transfers</b></p> <p><b>Accepted Donation</b></p> <p><b>Agreement with Schodack CSD</b></p> <p><b>Agreement with Chatham CSD</b></p> <p><b>Cooperative Purchasing Service</b></p>
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conduct all negotiations directly with the successful bidder(s).

- j. To re-establish the Tax Certiorari Reserve Fund and fund it in the amount of \$30,000.

**Personnel**

**Action Items**

Board Member Kroboth made a motion to approve items a-x as a block. Seconded by Board Member Wood. 5 ayes, 0 nays.

- a. Upon the recommendation of Superintendent McGraw, to appoint the following Class and Club Advisors for 2012-2013 school year:

Name	Class/Club	Stipend
Becky Vaillancourt (co-advisor) Christina Latter (co-advisor)	Grade 6 (Class of 2019)	Per contract (shared)
Valene Synakowski (co-advisor) Meghan Pepe (co-advisor)	Grade 7 (Class of 2018)	Per contract
Michelle Daus (co-advisor) Kelly O'Brien (co-advisor)	Grade 8 (Class of 2017)	Per contract
Michelle Bienes	Grade 9 (Class of 2016)	Per contract
Mary Beth Liles	Grade 10 (Class of 2015)	Per contract
Clint Garrigan	Grade 11 (Class of 2014)	Per contract
Lenny Brown (co-advisor) Corie Noel (co-advisor)	Grade 12 (Class of 2013)	Per contract
Scott Thompson	Band	Per contract
Rick Jason	Technology Club	Per contract
Donna Brooks	High School Art Club	Per contract
Bridget LeBarron	Spanish Club	Per contract
Anthony LaSalvia	Environmental Club	Per contract
TBD	Science Olympiad	Per contract
Mary Beth Liles	Future Cities Club	Per contract
Mary Beth Liles	Math Olympics	Per contract
TBD	Gymnastics (Intramural)	Per contract
Mary Beth Liles	Cheerleading Club	Per contract
Lenny Brown (co-advisor) Michelle Daus (co-advisor)	SADD	Per contract
Michelle Bienes	Spirit Club	Per contract
Michelle Lagonia	Student Council	Per contract
Glenn Giumarra	National Honor Society	Per contract
Leuella Sowalski	Yearbook	Per contract
Kara Siciliano	Travel Club	Per contract
Holly May	Tween Scene Advisor	Per contract
Becky Vaillancourt (co-advisor) Martha Raftery (co-advisor)	Elementary Drama Club Co-Advisors	Per contract
TBD	Elementary Back Stage Drama Club Advisor	Per contract
Kelsey Norberg	Toys for Tots	No stipend

- b. Upon the recommendation of Superintendent McGraw, to appoint the following for the 2012-2013 school year:

Name	Position	Stipend
Michelle Bienes Eileen Evans	Co-Continuing Education Coordinators	\$1400 (shared)
Richard Menegio, Jr.	Certified Pool Operator	\$750

**Tax Certiorari Reserve Fund**

**Class and Club Advisors 2012-2013**

**Michelle Bienes,  
Eileen Evans Co-Continuing Ed Coordinators**

**Richard Menegio, Jr.,  
Certified Pool Operator**

c. Upon the recommendation of Superintendent McGraw, to appoint the following Curriculum Coordinators for the 2012-2013 school year:

Name	Curriculum	Stipend
Michelle Bruns (co-coordinator) Laura Slagen (co-coordinator)	ELA K-6	\$975 (shared)
Holly May	English 7-12	\$975
Alex Chandler	Math K-6	\$975
Dolores Storey	Math 7-12	\$975
Becky Vaillancourt	Science K-6	\$975
Anthony LaSalvia	Science 7-12	\$975
Martha Rafferty	Social Studies K-6	\$975
Jennifer Allard	Social Studies 7-12	\$975
Tim Christiansen	Physical Education/Health	\$975
Scott Thompson	The Arts	\$975
David Hawkins	Technology Coordinator	\$975

d. Upon the recommendation of Superintendent McGraw, to appoint Christopher Howe to the position of summer cleaner at a rate of \$10.77 per hour as per CSEA contract, effective July 1, 2012.

e. To accept the resignation of Carrie Bond, 7-12 English teacher, effective July 14, 2012.

f. To accept the resignation of Stephen Thompson, Cleaner, effective May 31, 2012.

g. BE IT RESOLVED that the Board of Education of the New Lebanon Central School District accepts the recommendation of the Superintendent of Schools to terminate the employment of Emily Briggs, Clerk Typist, effective June 1, 2012.

h. BE IT RESOLVED that the Board of Education of the New Lebanon Central School District accepts the recommendation of the Superintendent of Schools to terminate the employment of Robert Taber, .5 Maintenance Worker effective June 30, 2012.

i. BE IT RESOLVED that the Board of Education of the New Lebanon Central School District accepts the recommendation of the Superintendent of Schools to terminate the employment of Robert Taber, .5 Mechanic effective June 30, 2012.

j. BE IT RESOLVED, that the Board of Education of the New Lebanon Central School District hereby approves and authorizes payment for the following employees, during the 2012-2014 school years, as follows and further authorizes Superintendent McGraw to execute agreements formalizing these salaries and other terms and conditions of their employment:

Name	2012-2013	2013-2014
Matthew Klafehn	\$69,325.04	\$71,404.79
Rebecca Marzeski	\$85,932.90	\$88,510.89
Carrie Nyc-Chevrier	\$89,922.55	\$92,620.23
Tamara Thorpe-Odom	\$84,126.85	\$86,650.65
Leslie Whitcomb	\$105,605.79	\$108,773.96

k. Upon the recommendation of Superintendent McGraw to appoint Michelle Schrader to .4 position in the K-12 Art tenure area, effective September 1, 2012 through June 30, 2013. Ms. Schrader has a MS and a Professional Certificate in Visual Arts.

l. BE IT RESOLVED upon the recommendation of Superintendent McGraw, that the Board of Education of the New Lebanon Central School District hereby increases a .8 position in the Home Economics—General tenure area to a 1.0 position effective July 1, 2012.

m. Upon the recommendation of Superintendent McGraw, to appoint Michelle Daus to a 1.0 position in the Home Economics—General tenure area (probationary), effective September 1, 2012 and ending September 1, 2015. Ms. Daus has a MS and an Initial Certificate in Family and Consumer Sciences and an Initial Certificate in Business and Marketing.

n. BE IT RESOLVED upon the recommendation of Superintendent McGraw, that the

**Curriculum Coordinators, 2012-2013**

**Christopher Howe, Summer Cleaner**

**Carrie Bond, Resignation**

**Emily Briggs, Termination**

**Robert Taber, Termination**

**Terms & Conditions  
Matthew Klafehn,  
Rebecca Marzeski,  
Carrie Nyc-Chevrier,  
Tamara Thorpe-Odom and Leslie Whitcomb**

**Michelle Schrader, .4 K-12 Art Position**

**Increased .8 to 1.0 Position**

**Michelle Daus, 1.0 Position, Home Economics**

<p>Board of Education of the New Lebanon Central School District hereby increases a .8 position in the Industrial Arts—General tenure area to a 1.0 position effective July 1, 2012.</p> <p>o. Upon the recommendation of Superintendent McGraw, to appoint Kelsey Norberg to a 1.0 position in the Industrial Arts—General tenure area (probationary) effective September 1, 2012 and ending September 1, 2015. Ms. Norberg has a BS and an Initial Certificate in Technology Education.</p> <p>p. Upon the recommendation of Superintendent McGraw, to abolish a 1.0 temporary position of Embedded Staff Developer for Technology position effective June 30, 2012.</p> <p>q. BE IT RESOLVED, upon the recommendation of Superintendent McGraw, the Board of Education of the New Lebanon Central School District hereby creates a .6 instructional support services position in the integration of technology into instructional practices.</p> <p>r. Upon the recommendation of Superintendent McGraw, to appoint Carolyn Strauch .6 position instructional support services position in the integration of technology into instructional practices.</p> <p>s. BE IT RESOLVED upon the recommendation of Superintendent McGraw, that the Board of Education of the New Lebanon Central School District hereby reduces a 1.0 position in the K-12 Art tenure area to a .8 position effective June 30, 2012.</p> <p>t. Upon the recommendation of Superintendent McGraw, to appoint Donna Brooks to a .8 position in the K-12 Art tenure area, effective July 1, 2012.</p> <p>u. Upon the recommendation of Superintendent McGraw, to appoint Carrie Nyc-Chevrier as interim Walter B. Howard Elementary School Extra-Curricular Accounts Treasurer, effective June 1, 2012 through September 30, 2012.</p> <p>v. Upon the recommendation of Superintendent McGraw, to appoint Jason Breslin and Katie McKinney to the position of summer school teachers with a rate of \$30.00 per hour, effective June 25, 2012.</p> <p>w. Upon the recommendation of Superintendent McGraw, to appoint Laura Slagen to the position of substitute summer school teacher with a rate of \$30.00 per hour.</p> <p>x. Upon the recommendation of Superintendent McGraw, to appoint David Knudsen to the probationary position of 7-12 Social Studies Teacher, beginning September 1, 2012 and ending September 1, 2014 in the tenure area of 7-12 Social Studies, Step 8 with a salary of \$49,964. Mr. Knudson has a MA and a Professional Certificate in Social Studies 7-12.</p>	<p><b>Increased .8 to 1.0 Position</b></p> <p><b>Kelsey Norberg, 1.0 Position, Industrial Arts</b></p> <p><b>Abolished 1.0 position</b></p> <p><b>Created .6 Position</b></p> <p><b>Carolyn Strauch, .6 Position in Industrial Support Services</b></p> <p><b>Reduced 1.0 to .8 Position</b></p> <p><b>Donna Brooks, .8 Position, K-12 Art</b></p> <p><b>Carrie Nyc-Chevrier, Interim WBH Extra-Curricular Accounts Treasurer</b></p> <p><b>Jason Breslin &amp; Katie McKinney, Summer School Teachers</b></p> <p><b>Laura Slagen, Substitute Summer School Teacher</b></p> <p><b>David Knudsen, 7-12 Social Studies Teacher</b></p>
<p><b>Superintendent Action Item</b></p> <p>Board Member Bingham made a motion to approve item a as read by Superintendent McGraw. Seconded by Board Member Wood. 5 ayes, 0 nays.</p> <p>a. The Board of Education hereby authorizes <b>TBD</b> to attend NYSSBA’s Annual Convention and Education Expo in Rochester, NY, October 25-27, 2012 at a registration cost of \$420.00 each.</p>	<p><b>NYSSBA Convention Authorization</b></p>
<p><b>Board Open Discussion</b></p> <p><b>Non-Action Item</b></p> <p>Board Members discussed the student “Ex Officio” Board member selection process. The student council will select candidates and give the Board members profiles of the potential candidates and the Board will vote on the student member.</p>	<p><b>Student “Ex Officio” Board Member</b></p>
<p><b>Public Comment</b></p> <p>Michael Brustch stated that he thinks the District needs to consider doing something</p>	<p><b>Public Comment</b></p>

regarding merging the mechanic department with another district. He also stated that he attended the jazz concert and really enjoyed it.

**Executive Session**

Board Member Wood made a motion to enter executive session to discuss employment matters related to a particular person or corporation at 9:40 p.m. Seconded by Board Member Sowalski. 5 ayes, 0 nays.

**Clerk Pro-Tem**

Board Member Sowalski made a motion to appoint Superintendent McGraw as Clerk Pro-Tem. Seconded by Board Member Kroboth. 5 ayes, 0 nays.

Board Member Bingham left executive session at 10:12 p.m.

**Adjournment**

Board Member Wood made a motion to adjourn at 10:52 p.m. Seconded by Board Member Sotek. 4 ayes, 0 nays.

\_\_\_\_\_ Respectfully submitted,  
Krista Giangrossi, Deputy District Clerk

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**Executive Session**

**Clerk Pro-Tem**

**Adjournment**